

MINUTES



HISTORIC PRESERVATION ADVISORY BOARD MEETING
CITY HALL, 385 SOUTH GOLIAD, ROCKWALL, TEXAS
DECEMBER 18, 2025 IN THE CITY COUNCIL CHAMBERS AT 6:00 PM

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3 I. CALL TO ORDER

4
5 Chairman Tiffany Miller brought the meeting to order at 6:00PM. Board members present were Haydon Frasier, Allison McNeely, Ben Lewis and Steve
6 Gaskin. Board members absent were Board members Sarah Freed and Fran Webb. Staff members present were Director of Planning and Zoning
7 Ryan Miller, Senior Planner Henry Lee and Planning and Zoning Coordinator Melanie Zavala. Staff members absent from the meeting were Senior
8 Planner Bethany Ross and Planning Technician Angelica Guevara.

9
10 II. OPEN FORUM

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12 *This is a time for anyone to address the Historic Preservation Advisory Board (HPAB) on any topic that is not already listed on the agenda for a public hearing.*
13 *Per the policies of the City of Rockwall, public comments are limited to three (3) minutes out of respect for the time of other citizens. On topics raised during the*
14 *OPEN FORUM, please know that the Historic Preservation Advisory Board (HPAB) is not permitted to respond to your comments during the meeting per the*
15 *Texas Open Meetings Act.*

16
17 Chairman Tiffany Miller explained how the open forum is conducted and asked if anyone who wished to speak to come forward at this time, there
18 being no one indicating such Chairman Tiffany Miller closed the open forum.

19
20 III. CONSENT AGENDA

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22 *These agenda items are administrative in nature or include cases that meet all of the technical requirements stipulated by the Unified Development Code (UDC)*
23 *and Chapter 38, Subdivisions, of the Municipal Code of Ordinances, and do not involve discretionary approvals.*

24
25 1. Approval of Minutes for the October 20, 2025 Historic Preservation Advisory (HPAB) meeting.

26
27 Vice-Chairman Frasier made a motion to approve the Consent Agenda. Board Member Gaskin seconded the motion which passed by a vote of 5-0.

28
29 IV. PUBLIC HEARING ITEMS

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31 *This is a time for anyone to speak concerning their issues with a public hearing case. If you would like to speak regarding an item listed in this section, please*
32 *submit a Request to Address the Historic Preservation Advisory Board (HPAB) (i.e. the yellow forms available at the podium or from staff). The Historic*
33 *Preservation Advisory Board Chairman will call upon you to come forward at the proper time or will ask if anyone in the audience would like to speak. Please*
34 *limit all comments to three (3) minutes out of respect for the time of other citizens.*

35
36 2. H2025-022 (HENRY LEE)

37 Hold a public hearing to discuss and consider a request by Matthew Moses for the approval of a Certificate of Appropriateness (COA) to allow the construction
38 of a new fence on a *Medium Contributing Property* being an ~0.28-acre tract of land identified as a portion of Lots 4, 5, & 6, Block A, Eppstein Addition, City of
39 Rockwall, Rockwall County, Texas, zoned Single Family 7 (SF-7) District, situated within the Old Town Rockwall (OTR) Historic District, addressed as 408
40 Munson Street, and take any action necessary.

41 Senior Planner Henry Lee provided a brief summary regarding the applicant's request. The applicant is requesting a Certificate of Appropriateness
42 (COA) to allow the installation of an eight (8) foot cedar fence. According to the applicant, the fence is requested to provide privacy as well as to
43 create a secure area for the applicant's pet. Because the property is located within the Historic District and is classified as a medium contributing
44 property, a Certificate of Appropriateness is required. The applicant's request does not appear to negatively impact the integrity of the surrounding
45 properties. The rear yard of the subject property abuts the side yard of the adjacent property to the south, which classifies the lot as a keystone lot.
46 Under the City Code, the fence may not extend beyond the established line, as doing so would cause it to be considered a front yard fence. If
47 approved, the Historic Preservation Advisory Board will forward a recommendation to the Planning and Zoning Commission. Staff mailed thirty-two
48 (32) notices to property owners and applicants within 200 feet of the subject property. At this time, staff has not received any responses.

49
50 Matt Moses
51 408 Munson Street
52 Rockwall, TX 75087

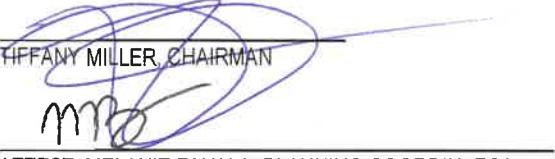
53
54 Mr. Moses explained they recently bought the house and needed to install a fence.

55
56 Vice-Chairman Frasier asked if there was a fence already from the neighbor behind their yard.

57
58 Director of Planning and Zoning Ryan Miller explained the visibility issues was not a problem in this aspect.

59
60 Chairman Tiffany Miller asked if the fence was to cover the two windows.

61
62 Chairman Miller opened the Public Hearing and asked if anyone who wished to speak to come forward at this time.

65 **Marisa Lecour**
66 406 S. Tyler Street
67 Rockwall, TX 75087
68
69 Mrs. Lecour came forward and explained it would be a benefit and would allow privacy for them as well as the applicant.
70
71 Chairman Miller opened asked if anyone who wished to speak to come forward at this time; there being no one indicating such, Chairman Miller
72 closed the Open forum and brought the item back for discussion or action.
73
74 **Board Member Lewis made a motion to approve H2025-022. Board Member Gaskin seconded the motion which passed by a vote of 5-0**
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76 **V.DISCUSION ITEMS**
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78 *These items are for discussion between staff and the Historic Preservation Advisory Board (HPAB) and relate to administrative information and/or cases that
79 will come forward for action or public hearing at a future Historic Preservation Advisory Board meeting. Public comment on these cases can take place when
80 these items are considered for action by the Historic Preservation Advisory Board.*
81
82 3. Update from Historic Preservation Officer (HPO) regarding historic projects. **(RYAN MILLER)**
83
84 **VI.ADJOURNMENT**
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86 **Chairman Tiffany Miller adjourned the meeting at 6:16PM**
87
88 PASSED AND APPROVED BY THE HISTORICAL PRESERVATION ADVISORY BOARD OF THE CITY OF ROCKWALL, TEXAS, THIS THE 15th DAY
89 OF December 2026.
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92 
93 TIFFANY MILLER, CHAIRMAN
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95
96
97 ATTEST: MELANIE ZAVALA, PLANNING COORDINATOR